

### 13th CONVOCATION CEREMONY 2017

Kolej Universiti Linton / Institut Teknologi Pertama / Institut Jati / Institut Antarabangsa Sains Mantin

### REPLY FORM

Attn: **Secretariat / Academic Affairs Department**

13<sup>th</sup> Convocation Organizing Committee

Kolej University Linton

Persiaran UTL, Batu 12, 71700 Mantin

Negeri Sembilan.

Dear Sir,

I am a graduand as below. I hereby declare my intention of participation as follows:

<input type="checkbox"/> I will be attending Attached together is the copy of : i) Hong Leong Bank deposit slip no. ( _____ ) amounting to RM _____ ii) Payment Slip/Receipt from Credit Control Department in payment of the following : 1. Graduation Fee RM 400.00 * 2. Family Member(s) RM200 per person x _____ RM _____ (Limited to 2 persons only) <b>Total</b> RM _____	<p>← Please tick as necessary →</p> <input type="checkbox"/> I will not be attending
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\* please disregard if this amount has already been paid

Yours sincerely,

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Student Name:			
IC/Passport No:			
Tel Contact No:		Email:	
Programme:			
Institution (please tick)	<input type="checkbox"/> Kolej Universiti Linton <input type="checkbox"/> Institut Jati	<input type="checkbox"/> Institut Teknologi Pertama <input type="checkbox"/> Institut Antarabangsa Sains Mantin	

#### NOTES:

1. This Reply Form must be returned to the Secretariat by or before **16<sup>th</sup> October 2017**.
2. A fee of **RM200.00** will be charged for each additional family member (limited to 2 persons) attending. Only registered guests will be allocated places at the Convocation Ceremony and Hi Tea Luncheon.
3. All payments are to be made to the **Bank Account** of your respective institution as per Bank Details attached, or **Cash at Credit Control Dept (CCD) Counter**
4. A copy of the payment receipt must be submitted together with the Reply Form to the college through **post** or **hand-delivery** (with the **Graduand's name** and **IC/Passport number** written at the **back portion** of the receipt) or **email: [Registrar@ktg.edu.my](mailto:Registrar@ktg.edu.my)** or **fax: 06-758 7599**

**13th CONVOCATION CEREMONY 2017**

**Kolej Universiti Linton / Institut Teknologi Pertama / Institut Jati / Institut Antarabangsa Sains Mantin**

**REPLY FORM (Continuation) – *International Students Only***

Name of Student:	
Passport No:	

I would like to request for an Invitation Letter to be issued for my guest(s) in support of his/her/their visa application to attend the above ceremony :

Name of Guest 1:	
Passport No:	
Country of Issue:	
Relationship:	

Name of Guest 2:	
Passport No:	
Country of Issue:	
Relationship:	

**Note: A clear copy of the international passport of above person(s) must be attached.**

## REPLY FORM – DINNER CONVOCATION

Attn: **Secretariat / Student Affair Department**  
 13<sup>th</sup> Convocation Organizing Committee  
 Kolej University Linton  
 Persiaran UTL, Batu 12, 71700 Mantin  
 Negeri Sembilan.

Dear Sir,

I am a graduand as below. I hereby declare my intention of participation as follows:

<input type="checkbox"/> I will be attending <span style="float: right; font-size: small;">← Please tick as necessary →</span> <p>Attached together is the copy of :</p> <p>i) Hong Leong Bank deposit slip no. ( _____ ) amounting to RM _____</p> <p>ii) Payment Slip/Receipt from Credit Control Department</p> <p>in payment of the following :</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">1. Dinner Convocation-Graduand</td> <td style="text-align: right;">RM 30.00 *</td> </tr> <tr> <td>2. Family Member(s) RM30 per person x _____</td> <td style="text-align: right;">RM _____</td> </tr> <tr> <td style="padding-left: 20px;"><i>(Limited to 2 persons only)</i></td> <td></td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: right;">RM _____</td> </tr> </table>	1. Dinner Convocation-Graduand	RM 30.00 *	2. Family Member(s) RM30 per person x _____	RM _____	<i>(Limited to 2 persons only)</i>		<b>Total</b>	RM _____	<input type="checkbox"/> I will not be attending
1. Dinner Convocation-Graduand	RM 30.00 *								
2. Family Member(s) RM30 per person x _____	RM _____								
<i>(Limited to 2 persons only)</i>									
<b>Total</b>	RM _____								

\* please disregard if this amount has already been paid

Yours sincerely,

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

Student Name:			
IC/Passport No:			
Tel Contact No:		Email:	
Programme:			
Institution <i>(please tick)</i>	<input type="checkbox"/> Kolej Universiti Linton <input type="checkbox"/> Institut Jati	<input type="checkbox"/> Institut Teknologi Pertama <input type="checkbox"/> Institut Antarabangsa Sains Mantin	

**NOTES:**

1. This Reply Form must be returned to the Secretariat/Student Affair Department by or before **16<sup>th</sup> October 2017**.
2. A fee of **RM30.00** will be charged for each additional family member (limited to 2 persons) attending. Only registered guests will be allocated places at the Convocation Dinner.
3. All payments are to be made to the **Bank Account** of your respective institution as per Bank Details attached, or **Cash at Credit Control Dept (CCD) Counter**
4. A copy of the payment receipt must be submitted together with the Reply Form to the college through **post or hand-delivery** (with the **Graduand's name** and **IC/Passport number** written at the **back portion** of the receipt) or **email: [alexanderyong@ktg.edu.my](mailto:alexanderyong@ktg.edu.my) or [sklim@ktg.edu.my](mailto:sklim@ktg.edu.my)** or **fax: 06-758 7599**

## BANK DETAILS ( Local )

### HONG LEONG BANK BERHAD

College :	KOLEJ UNIVERSITI LINTON
Beneficiary Name :	KOLEJ UNIVERSITI LINTON SDN. BHD.
Beneficiary Acct No:	38100006975

College :	INSTITUT TEKNOLOGI PERTAMA
Beneficiary Name :	ITP SDN. BHD.
Beneficiary Acct No:	38100006968

College :	INSTITUT JATI
Beneficiary Name :	JATI CERAH SDN. BHD.
Beneficiary Acct No:	38100006982

College :	INSTITUT ANTARABANGSA SAINS MANTIN
Beneficiary Name :	INTERNATIONAL INSTITUTE OF SCIENCE MANTIN SDN. BHD.
Beneficiary Acct No:	38100006937

## BANK DETAILS ( International )

### HONG LEONG BANK BERHAD

College :	KOLEJ UNIVERSITI LINTON
Beneficiary Name :	KOLEJ UNIVERSITI LINTON SDN. BHD.
Beneficiary Acct No:	37100019262

College :	INSTITUT TEKNOLOGI PERTAMA
Beneficiary Name :	ITP SDN. BHD.
Beneficiary Acct No:	37100019255

Bank Address :	No 69-71, Jalan Dato' Bandar Tunggal, 70000 Seremban, Negeri Sembilan, Malaysia
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Swift Code :	HLBBMYKL
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Branch :	Seremban
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<b>Correspondence Details :</b>	
Correspondence Bank:	JP Morgan
Correspondence Bank Code:	CHASUS33
JP Morgan Account No:	544734432
Swift Code:	CHASUS33